

**ALBANIA - A PARTY TO THE HAGUE CONVENTION
ABOLISHING THE REQUIREMENT OF LEGALIZATION FOR FOREIGN PUBLIC
DOCUMENTS (5 OCTOBER 1961)**



As of **May 9, 2004**, the Republic of Albania is a party to the Hague Convention Abolishing the Requirement of Legalization for Foreign Public Documents. The Convention abolishes the requirement of diplomatic and consular legalization for public documents originating in one Convention country and intended for use in another.

For the purposes of the Convention, public documents include:

- (a) Documents issued by an authority or official of the country's judiciary, including documents issued by the prosecutor's offices, secretaries of the court, and the clerks of the court;
- (b) Documents issued by an administrative authority (such as civil records);
- (c) Documents executed before a notary;
- (d) Official certifications performed on a document and signed by a person in his/her individual capacity, certifications attesting to the registration of such document or its existence on a particular date, as well as its official and notarial certification of the genuines of the signatures.

The Convention does not apply for:

- (a) Documents executed by diplomatic or consular agent;
- (b) Administrative documents directly associated with commercial or customs transactions

The designated authority to affix the Convention certificate in the Albanian public documents is the Ministry of Foreign Affairs of the Republic of Albania. Documents issued in Albania, which have been certified by a Convention certificate called an "apostille", are entitled to recognition in any other Convention country without any further authentication.

WHAT THIS MEANS...

ALBANIAN DOCUMENTS TO BE USED IN THE U.S.

Because both the U.S. and the Republic of Albania are party to the Hague Convention Abolishing the Requirement of Legalization for Foreign Public Documents, Albanian public documents which will be used in the U.S., bearing the Convention certificate called the "apostille" affixed by the Office of Authentications of the Foreign Affairs Ministry of the Republic of Albania, need no longer be authenticated by the U.S. Embassy in Tirana, Albania.

Such documents are recognized in the U.S. without any further authentication.

U.S. DOCUMENTS TO BE USED IN THE REPUBLIC OF ALBANIA

Because both the U.S. and the Republic of Albania are party to the Hague Convention Abolishing the Requirement of Legalization for Foreign Public Documents U.S. public documents which will be used in Albania, bearing the Convention certificate called the "apostille" affixed by any of the three levels of U.S. competent authorities (see below for detailed breakdown of the levels): one for Federal agencies, one for U.S.

(federal) courts, and one for state documents, including documents executed before notaries need no longer be authenticated by the Embassy of the Republic of Albania in Washington, D.C.

1. Federal Executive and Administrative Agencies: Authentications Office, Department of State, 518 23rd St., N.W., Washington, D.C. 20520, (202) 647-5002 Fee: \$5.00. For additional information, call the Federal Information Center: 1-800-688-9889, and choose option 6 after you press 1 for touch-tone phones. Walk-in service is available from the Authentications Office from 8:00 a.m. to 12:00 noon Monday-Friday, except holidays. Walk-in service is limited to 15 documents per person per day (documents can be multiple pages). Processing time for authentication requests sent by mail is 5 working days or less. See also, the State Department home page: <http://www.state.gov>. See also in general, 22 C.F.R. 131.

2. U.S. Courts: Clerks and Deputy Clerks of the Federal Court System. Fee: \$5.00. For the purposes of the Convention, clerks and deputy clerks of the U.S. Courts shall include the clerks and deputy clerks of the following: The Supreme Court of the United States, the Courts of Appeals for the First through the Eleventh Circuits and the District of Columbia Circuit, the United States District Courts, the United States Court of Claims, the United States Court of Customs and Patent Appeals, the United States Court of International Trade, the United States District Court for the District of the Canal Zone, the District Court of Guam, the District Court of the Virgin Islands, and the District Court for the Northern Mariana Islands.

3. States, Territories and Other Jurisdictions: Each state and other jurisdiction in the United States (District of Columbia, Puerto Rico, American Samoa, U.S. Virgin Islands, Commonwealth of the Northern Mariana Islands, Guam)

Such documents are recognized in the Republic of Albania without any further authentication.